

Republic of the Philippines DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

Visayas Avenue, Diliman, Quezon City Tel. No.: (02) 8249-3367 | (02) 8248-3367

REQUEST FOR QUOTATION

P.R. NO: 2023-05-1143 P.R. DATE: 22 MAY 2023

END-USER:

MODE OF PROCUREMENT:

Shopping 52.1 (b)

REF. NO.:

RFQ-2023-173

DATE PREPARED:

30 MAY 2023

PRN: ______

LROD-LAS

CLOSING DATE/TIME:

06 JUNE 2023

10:00 AM

1. The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:

DESCRIPTION	QTY	UNIT	TOTAL ABC (VAT INCLUSIVE)
Supply and Delivery of Various Office Supplies	1	LOT	47,031.00

- 2. Proposal/quotation received in excess of the ABC shall automatically be rejected.
- 3. Interested bidder/s must submit the following documents:

A.	ELIGIBILITY DOCUMENTS
	Valid and current Certificate of PhilGEPS Registration (Platinum Membership) (all pages) in accordance with
	Section 8.5.2 of the IRR (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);
a.	OR;
	PhilGEPS Registration Number
b.	Valid and Current Mayor's/Business Permit for CY 2023, in case bidder submitted its PhilGEPS Registration
D.	Number only
Not	te: Bidder/s who previously submitted updated Eligibility Documents are no longer required to resubmit.
B.	TECHNICAL AND FINANCIAL DOCUMENTS
c.	Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form (Annex "A")
d.	Picture or Brochure with Technical Data Sheet of the Item Being Offered.

<u>Failure</u> to submit all documents as required above shall be automatically disqualified.

- 4. Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
- 5. Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- 6. Refusal to sign and accept the Award or enter into contract without justifiable reason, may be grounds for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- 7. Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), Basement, DENR-Main Building and/or thru e-mail address ampbac.co@denr.gov.ph and/or fax number (02) 8926-2675. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Mr. Lamberto S. Ramos at the same contact details.
- 8. If thru email, kindly indicate in the subject ATTENTION: GIANINA P. AGIR RFQ-2023-173.
- 9. DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.

DIANNE G. IBYAS

Chief, Procurement Mgt. Section-PSMD &

Head, BAC Secretariat

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PLEASE USE THIS FORM. DO NOT RETYPE OR ALTER

	Technical Proposal Form					
Required Technical Specifications						
Item No.	Description / Technical Specifications	Picture/Image for reference only	Quantity	Brand/Model of item being offer(N/A if not applicable)		
Supply	y and Delivery of Various Office Supplies					
1. Not	tepad (Stick on 76mm x 100mm (3'x4') min		10 pcs			
2.Note	epad (Stick on 76mm x 100mm (3'x3'mm)		10 pcs			
3.Reco	ords Book (300 pages size 214 min x 278mm)		6 pcs			
4. Rec	ord Book (500 pages size 214mm x 278mm)		5 pcs			
5. Tap	e Electrical		5 pcs			
6. Tap	e Masking 24mm		5 pcs			
7. Tap	e Masking 48mm		5 pcs			
8 Ta	pe Packaging 48mm		5 pcs			
9. Ta	ppe Transparent 24mm		5 pcs			
10. Cl	ip Backfold 19mm		12 pcs			
11. Cl	ip Backfold 25mm		12 pcs			
12. Cl	ip Backfold 32mm		12 pcs			
13. Cl	ip Backfold 50mm		12 pcs			
14. Co	orrection Tape 8mm		12 pcs			
15. M	agazine File Box (Large)		5 bxs			
16. Pa	aper Clip (vinyl/plastic coated, 50mm)		12 bxs			
17. Pe	encil, lead with eraser		2 bxs			
18. St	amp pad felt		5 pcs			
19. Pe	encil Sharpener, Manual, single cutter head		2 pcs			
20. Pu	uncher, paper heavy duty		3 pcs			
21. Si	gn Pen, Black		12 pcs			
22. Si	gn Pen, Red		12 pcs			
23. Si	gn Pen, Blue		12 pcs			
24. St	aple Remover		5 pcs			
	AIR PURIFIEF SPECIOLATION ON PREDICTS Midth IT V.C. Lighth that Kills Bacteria and Vissoes by destroying their Nucleic Acids and Descripting their DNA Will 3 Layers Hitharten Systems - Preformany Silter Layer, Hithar Fiften Layer, and Activated Carbon Fiber for thorough Air Cheaning Caware up to 68 square meture in axus Removes Univaried Smells and Foul Outers Releases Disone Gas to Eliminate up to 99-97% of most Viruses, Bacteria: Molds, Spores, Nitres and order Pathogens With 8 Hoar times 2006 (Sheping Inaccides) With 8 Hoar times 2006 (Sheping Inaccides) With Infrared Scasm at ablest Air Quality CV Wavelength, 254cm Falls Liberspain 2006 (WATIS) Rem Disonasson L. Sh. 2cm 35-19.8cm He6008mp		3 pcs			

26. Paper Shredder	
Brand Deb	
Color family: Light Gray Model/Product ID: Del E9952	A
Description Paper Steedon: Size & Speci. Smed Capacity: 10 shorts; Shred size: 4x25mar, Sensity Sept 14	
Specs 1: Can smoot Good, Paper City, Studies	get to
Specs 2: Continue run time 10min Specs 3: Bin capacity: 234	
Specs 4: Machine noise: 60dB	
Speci ti Machine power 190W Speci & 390/250/c5/mm	1 pc
Sales Point 1: German level 4 confident ultry	
Sales Point 2: Národe spoel knille, shurp und durable Sales Point 3: Intelligent induction, Overheat protection, Stop protection, Automivens	
Sules Point 4: 231. Wobble Paper Bucket Sales Point 5. Simple design, quick operation	
NOTE: Order more than 2 grosse Macky chapse the XDE cource because Standard Delivery and JST have the maximum would and length Thank you	
27. Webcam	
SPECIFICATIONS	
Resolution: Full HD 1880P, 1920*1080 Pixels	
Lens Type: Full HO AF Glass Lens	
Viewing Angle: 75 Wide Degrees	
Facus Type: Auto Focus	
Focus Range: 10cm and Beyond	
Buit-in Mic.: Single Digital Mic. Output Format: MJPEG	
Frame Rate: 30/ps	3 pcs
USB: USB 2.0	
System Requirements	
Compatible with: Windows 7 /8 / 8.1 / 10 or Later	
Works in USB Video Device Class (UVC) Mode:	
Mac OS 10.10 or Later	
Linux OS 2.6 or Later	
Chrome OS 6.0 or Later	
Android V6.0 or Later	
28. Head Set (with noise cancelling) Technical Details	
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Ripulation Official Colors Made ACC Time	
Model Name on 1/10 Cloricks	
Vedic Nor 300 Description Citizen	
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August Total Art 150 August 150 A	
Total of Efficient on University Community Community Page 1	
Maria Julia	
received and the second	
Mendature 1990AA	
Communication Costs Uses Region (EST)	
29. Sonoma Corkboard (18x12) with frame	2 pcs
30. Extension Cord Wem-050PK	2 pcs

Project Requirements/Terms and Conditions:

- 1. Delivery/completion period: within fifteen (15) calendar days from receipt of Notice to Proceed
- 2. Delivery Site: Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- 3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax
- 4. DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 5. Replacement of Defective Items: Within ten (10) Calendar Days upon receipt of Notice of Defects from DENR.
- 6. Warranty: Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
- 7. Amendment to Order may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
- 8. Payment shall be made in accordance with the Government Terms
- 9. Liquidated Damages (LD) equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract, without prejudice to other courses of action and remedies open to it.
- 10. Bidder has no overdue deliveries or unperformed services intended for DENR-CO.

	FINANCIAL QUOTATION FORM (PRICE MUST BE VAT INCLUSIVE)						
Itama	(PRICE)	QTY UNIT	BE VAI	TOTAL ABC (P)		BIDDER'S PRICE	
Item No.	DESCRIPTION		Unit Cost	Total	QUOTAT Unit Cost	Total	
1. N	otepad (Stick on 76mm x 100mm (3'x4')	10				Onit Cost	TOTAL
	nin	10	Pcs	65.00	650.00		
2.Note (3'x3'n	pad (Stick on 76mm x 100mm	10	Pcs	62.00	620.00		
	rds Book (300 pages size 214 min x	6	Pcs	70.00	420.00		
	ord Book (500 pages size 214mm x	5	Pcs	140.00	700.00		
5. Tape	e Electrical	5	Pcs	25.00	125.00		
6. Tape	e Masking 24mm	5	Pcs	75.00	375.00		
7. Tape	e Masking 48mm	5	Pcs	130.00	650.00		
8 Tap	pe Packaging 48mm	5	Pcs	30.00	150.00		
9. Ta	pe Transparent 24mm	5	Pcs	37.00	185.00		
10. Cli	p Backfold 19mm	12	Pcs	13.00	156.00		
11. Cli	p Backfold 25mm	12	Pcs	25.00	300.00		
12. Cli	p Backfold 32mm	12	Pcs	37.00	444.00		
13. Cli	p Backfold 50mm	12	Pcs	40.00	480.00		
14. Co	rrection Tape 8mm	12	Pcs	15.00	180.00		
15. Ma	agazine File Box (Large)	5	Bxs	50.00	250.00		
16. Pa	per Clip (vinyl/plastic coated, 50mm)	12	Bxs	33.00	396.00		
17. Pe	ncil, lead with eraser	2	Bxs	100.00	200.00		
18. Sta	amp pad felt	5	Pcs	45.00	225.00		
19. Pe	ncil Sharpener, Manual, single cutter ad	2	Pcs	230.00	460.00		
20. Pu	ncher, paper heavy duty	3	Pcs	250.00	750.00		
21. Sig	gn Pen, Black	12	Pcs	65.00	780.00		
22. Sig	gn Pen, Red	12	Pcs	65.00	780.00		
23. Sig	gn Pen, Blue	12	Pcs	65.00	780.00		-
24. Sta	aple Remover	5	pcs	35.00	175.00		
25. Air	r Purifier	3	Pcs	5,000.00	15,000.00	_	

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		TOTAL	_	47,031.00	
30. Extension Cord Wem -050PK	2	pcs	400.00	800.00	
29. Sonoma Corkboard (18 x 12) with frame	2	Pcs	1,000.00	2,000.00	
28. Headset (with noise cancelling)	3	Pcs	2,500.00	7,500.00	
27. Webcam	3	Pcs	1,500.00	4,500.00	
26. Paper Shredder	1	Pc	7,000.00	7,000.00	

BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above-described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal PO/ Contract is prepared and signed, this quotation is binding on us.

NAME OF COMPANY (IN PRINT)	SIGNATURE C	OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE
ADDRESS:	Designation:	
	Date:	
	Email Address:	
	Telefax No.:	
	Mobile Number:	

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